



Eastbrook Primary Academy

Headteacher: Mrs J Sherlock

Tel: 01273 874050

Email: office@eastbrook.w-sussex.sch.uk

Website: www.eastbrook.w-sussex.sch.uk



7th February 2020

The PTA Annual General Meeting (AGM)

Dear Parents and Carers,

We would like to give notice of the AGM of the Friends of Eastbrook Primary Academy (PTA) to be held on **Wednesday 4th March**. The evening will start at 7pm in the school hall.

The PTA plays a vital part in the school community and all parents and carers are invited to support the AGM. This is your chance to hear and see how the funds you have helped to raise have been used for the benefit of the children at our school.

Next year the AGM will also be an opportunity for you to elect the PTA Committee, who represent the association throughout the year.

If you would like any further information about being a Committee Member, please speak to Faye Heller, Carla Mouland or Leisha Stephenson. As our PTA is a registered charity, all committee members automatically become Trustees of the Charity. You can also read the Charity Commission publication 'The Essential Trustee - What you need to know (CC3)'. A copy of the booklet can be found on the Charity Commission website. *NB: only relevant for registered charities.*

Please return the slips below as soon as possible to the school office or email the PTA at: PTA@eastbrook.w-sussex.sch.uk.

We look forward to seeing you on Wednesday 4th March.

Kind regards,

Faye Heller

Co-Chair



The PTA Annual General Meeting (AGM)

I/We shall/shall not be attending the AGM Evening on 4 March 2020.

Signed Print Name

Friends of Eastbrook Primary Academy (PTA)

Parent Teacher Association

Registered Charity No. 1186927

Manor Hall Road, Southwick, West Sussex BN42 4NF

REACH2 Academy Trust, Company Number: 8452281, Registered in England and Wales;

Charity Number: 1149000; Registered Address: Henhurst Ridge Primary Academy, Henhurst Ridge, Branston, Burton-upon-Trent, Derby DE13 9TQ.





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